

Summer Food Service Program Potential Monthly Reimbursement Calculation Worksheet

Reimbursement rates change annually. Please consult the USDA Web site at <http://www.fns.usda.gov/cnd> for the current reimbursement rates.

Sponsor: _____

Month: _____ Year _____

1. Maximum potential operating reimbursement based on meals times rates	a. Year-to-date* breakfasts b. Year-to-date lunches c. Year-to-date suppers d. Year-to-date snacks e. TOTAL (lines 1a+1b+1c+1d)	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; width: 15%;">No. Meals</th><th style="width: 10%;"></th><th style="text-align: left; width: 15%;">Rates</th><th style="width: 10%;"></th><th style="width: 10%;"></th><th style="width: 10%;"></th></tr> <tr> <td>_____</td><td>x</td><td>_____</td><td>= \$</td><td>_____</td><td></td></tr> <tr> <td>_____</td><td>x</td><td>_____</td><td>= \$</td><td>_____</td><td></td></tr> <tr> <td>_____</td><td>x</td><td>_____</td><td>= \$</td><td>_____</td><td></td></tr> <tr> <td>_____</td><td>x</td><td>_____</td><td>= \$</td><td>_____</td><td></td></tr> <tr> <td></td><td></td><td></td><td>= \$</td><td>_____</td><td></td></tr> </table>	No. Meals		Rates				_____	x	_____	= \$	_____		_____	x	_____	= \$	_____		_____	x	_____	= \$	_____		_____	x	_____	= \$	_____					= \$	_____	
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2. Actual operating costs	a. Year-to-date food costs b. Year-to-date labor costs c. Year-to-date other costs d. TOTAL (lines 2a+2b+2c) (Vended sponsors use meals times rates. Self-prep sponsors use actual costs.)	<table style="width: 100%; border-collapse: collapse;"> <tr> <td>_____</td><td>x</td><td>_____</td><td>= \$</td><td>_____</td></tr> <tr> <td>_____</td><td>x</td><td>_____</td><td>= \$</td><td>_____</td></tr> <tr> <td>_____</td><td>x</td><td>_____</td><td>= \$</td><td>_____</td></tr> <tr> <td></td><td></td><td></td><td>= \$</td><td>_____</td></tr> </table>	_____	x	_____	= \$	_____	_____	x	_____	= \$	_____	_____	x	_____	= \$	_____				= \$	_____																
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3. Potential operating cost reimbursement	The lesser of lines 1e or 2d	\$ _____																																				
4. Maximum potential administrative reimbursement based on meals times rates	a. Year-to-date breakfasts b. Year-to-date lunches c. Year-to-date suppers d. Year-to-date snacks e. TOTAL (lines 4a+4b+4c+4d)	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; width: 15%;">No. Meals</th><th style="width: 10%;"></th><th style="text-align: left; width: 15%;">Rates</th><th style="width: 10%;"></th><th style="width: 10%;"></th><th style="width: 10%;"></th></tr> <tr> <td>_____</td><td>x</td><td>_____</td><td>= \$</td><td>_____</td><td></td></tr> <tr> <td>_____</td><td>x</td><td>_____</td><td>= \$</td><td>_____</td><td></td></tr> <tr> <td>_____</td><td>x</td><td>_____</td><td>= \$</td><td>_____</td><td></td></tr> <tr> <td>_____</td><td>x</td><td>_____</td><td>= \$</td><td>_____</td><td></td></tr> <tr> <td></td><td></td><td></td><td>= \$</td><td>_____</td><td></td></tr> </table>	No. Meals		Rates				_____	x	_____	= \$	_____		_____	x	_____	= \$	_____		_____	x	_____	= \$	_____		_____	x	_____	= \$	_____					= \$	_____	
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5. Actual administrative costs	Year-to-date actual administrative costs	\$ _____																																				
6. Administrative costs determined by budget	Administrative budget including any amendments approved by state agency	\$ _____																																				

* Year-to-date: The number of meals or amount of costs calculated from the start of the program to the last day of the month for which computation is being done.

7. Potential administrative reimbursement	The lesser of lines 4e, 5, or 6	_____ \$
8. Total potential food service reimbursement	Lines 3 + 7	_____ \$
9. Total net food service cost	a. Total actual operating cost (line 2d) b. Total actual administrative cost (line 5) c. Total actual program cost (lines 9a + 9b) d. Funds accruing to food program (year-to-date) e. Net food service program cost (lines 9c – 9d)	_____ \$ _____ \$ _____ \$ _____ \$ _____ \$
10. Potential year-to-date reimbursement	The lesser of lines 8 or 9e	_____ \$
11. Previous year-to-date payments	a. All year-to-date advance payments b. All start-up payments c. All year-to-date reimbursement payments d. Total previous year-to-date payments	_____ \$ _____ \$ _____ \$ _____ \$
12. Potential amount of reimbursement to expect for the month	a. Line 10 b. Line 11d Amount of payment to expect for month (lines 12a – 12b)	_____ \$ _____ \$ _____ \$